

**REGULAR COUNCIL MEETING
MAY 13, 2019
7:00 P.M.**

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at www.newrichmondwi.gov. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Fred Horne, Aldermen Kittel, Lindell, Montello, Volkert, Weinmeyer, Zajkowski

The Pledge of Allegiance was recited.

Alderman Zajkowski moved to adopt the agenda as presented, seconded by Alderman Kittel and carried.

Public Comment

None

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, April 8, 2019 and April 16, 2016 and Special Council Meeting on April 22, 2019
2. Application for Operator's License Jessica L. Bracken, New Richmond; Haley M. Santella, Somerset
3. Applications for Fireworks Sellers Permit from Big Bang Boom and Jamie Gibson
4. Application for Temporary Class B License from New Richmond Miller's Baseball at Citizen's Field for June 2, 7, 12, 19, 22, 29, 30, July 7, 12, 20, 24, and 26
5. Application for Amplification Permit from Friday Memorial Library on June 10, 2019 from 3:30 to 6:30 p.m.
6. Applications for Direct Seller's Permit from Michael D. Babcock, Gordon; Steve K. Nadeau, Chetek; Alfred L. Trepanier, Clear Lake; Michael K. Porath, Hugo; Buck C. Richie, Rice Lake; Jeffrey D. Peterson, Rice Lake; Joe T. Hengtgen, Bruce; Joshua M. Schmidt, Chetek; and Michael R. Melendez, Spooner
7. Application for Amplification Permit and Exemption from Sec. 50-87 Loud & Unnecessary Noise from Don Harer at 1207 Highland Court on August 3, 2019 from 4:30 to 8:30 p.m.
8. Payment of VO#63388 through VO#63505 totaling \$332,815.03 plus electronic fund transfers totaling \$804,042.69 for a grand total of \$1,136,857.72

General Fund	\$1,007,097.62
Impact Fees Fund	54,010.00
Cemetery Fund	935.50
CDBG – Housing	138.00
Debt Service Fund	4,166.67
Capital Projects	735.11
Capital Replacement Fund	25,614.99
Landfill Cleanup Fund	9,929.50
TID #10	150.00
TID #6	150.00
TID #7	150.00
TID #8	300.00
TID #9	150.00
Storm Water Utility	15,141.00
Park land Trust Fund	1,011.75
Recycling/Compost/Yard Waste	17,177.58
9. Park Donations:

\$870 from New Richmond Millers for picnic table in memory of Vernon Conrad
 \$500 from New Richmond Area Centre for Citizens Field Signage
 \$500 from Royal Credit Union for Citizens Field Signage
 \$700 from Bernard's for Citizens Field Signage
 \$700 from Johnson Ford for Citizens Field Signage
 \$700 from Doar, Drill & Skow for Citizens Field Signage
 \$700 from 45th Parallel Distillery for Citizens Field Signage
 \$300 from Edward Jones for Citizens Field Signage
 \$250 from Warren Wood, LTD for Disc Golf Course
 \$100 from Fitzgerald Lawn Care for Disc Golf Course
 \$1,500 from New Richmond Area Centre for Disc Golf Course
 \$3,000 from Wisconsin Lighting for Disc Golf Course
 \$1,500 from Bernard's for Disc Golf Course
 \$1,500 from Smallidge Properties for Disc Golf Course
 \$1,500 from Jim Zajkowski for Disc Golf Course

10. Department Reports - Administration, Finance, Planning, Community Development, Public Works, Police, Fire, Library, Airport, and City Clerk

Alderman Montello moved to approve the consent agenda as presented, seconded by Alderman Volkert and carried.

Ceremonial Swearing in of Officer Matthew Feeney

Police Chief Craig Yehlik introduced the newest member of the New Richmond Police Department, Officer Matthew Feeney. Officer Feeney was sworn in by Mayor Horne.

Mayor's Appointment to Housing Authority

Mayor Horne explained there is a vacancy on the New Richmond Housing Authority and suggested Jim Jackson for this role.

Alderman Volkert moved to appoint Jim Jackson to the Housing Authority, seconded by Alderman Montello and carried.

Housing Authority Hiring Process and Next Steps

New Richmond Housing Authority Director, Brian O'Brien, will be retiring the end of May. City Administrator Mike Darrow explained that City staff will assist in the hiring process of a new director and will provide updates on this process as it progresses.

Resolution #051901 – Amending Schedule of Fees

Beth Thompson, Community Development Director, explained the Schedule of Fee amendments were discussed in detail at the April Council work session. Additional fees that will be changed with the approval of the new schedule include the compost fee, recycling fee and false alarm fees. Staff recommends approval of Resolution #051901 amending the Schedule of Fees as outlined.

Alderman Montello offered the following resolution and moved for its adoption:

RESOLUTION #051901 AMENDING SCHEDULE OF FEES

WHEREAS, the City of New Richmond hereby adopts the following Schedule of Fees:

Section	License/Fee Type	Fee
2-183	Statement of Real Property Status	\$35.00 per parcel
70-4	Street Excavation Permit	\$400.00 per event
70-7, 105-65	Street Privilege Permit	\$250.00 plus Escrow \$5,000
70-38	Driveway Permit	\$10.00 per application
10-4	Dogs – Spayed or Neutered	\$5.00 annually
	Dogs – Unspayed or Unneutered	\$12.00 annually
10-4	Kennel License	\$100.00 plus \$3 per each dog over 12

	Lost License Fee	\$5.00 each
6-27	Retail "Class A" Intoxicating Liquor	\$500.00 Annually
	Retail Class "A" Fermented Malt Bev	\$500.00 Annually
	Retail "Class B" Intoxicating Liquor	\$500.00 Annually
	Retail Class "B" Fermented Malt Bev	\$100.00 Annually
	Reserve "Class B" Intoxicating Liquor	\$10,000.00 Initial Issuance Fee
6-36	Temporary "Class B" Fermented Malt Beverage	\$10.00 per event
	Wholesaler's License	\$25.00 annually
	"Class C" Wine License	\$100.00 annually
	Publication Fee	\$50.00 each
6-63	Operator's License	\$30.00 for 2 years
	Provisional Operator's License	\$15.00 for up to 60 days
	Police Investigation Fee	\$7.00 each
10-33	Chicken Permit	\$75.00 Initial Fee, \$15 renewal
46-2	Cigarette License	\$100.00 annually
46-141	Direct Seller's License	\$30.00 per person/per day \$125.00 per person/per month
46-47	Mobile Home Park Operator	\$200.00 annually
50-107	Fireworks Sales Permit	\$125.00 per year
50-153	Fireworks Possession Permit	\$3.00 annually
50-154	Fireworks Users Permit	\$50.00 per event
70-1	Street Use Permit	\$25.00 per event
109-321	Nonmetallic Mining	\$50.00 annually
	Blasting (quarries)	\$100.00 per blasting period
	Gravel Crushing Operation	\$125.00 annually
109-327	Amusement Arcade Application Fee	\$5.00 annually
46-25	Annual Amusement Device License	\$15.00 per machine
46-68	Pawnbroker's License	\$210.00 annually
	Secondhand Article Dealer's License	\$27.50 annually
	Secondhand Jewelry Dealer's License	\$30.00 annually
	Secondhand Article Dealer Mall/ Flea Market	\$165.00 annually
70-67	Processions, Parades, Runs, Bicycle Races	\$35.00 per event
70-8	Snow & Ice Removal	\$50 1 st Offense, \$100 2 nd or 3 rd Offense
46-110	Taxicab License	\$50.00 annually plus \$5.00 for each additional cab
46-3	Roller Skating Rinks	\$50.00 annually
66-22	Refuse Collector	\$100.00 annually
66-23	Recycling Fee	\$4.74 per utility billing period
	Compost Fee	\$0.50 per utility billing period
	Holding Tank Fee	\$50.00 annually
	Private Well Operation Permits	\$50.00 for 5-year period
82-97	Truck Parking Permit	\$25.00 annually
90-1	Weed Mowing	\$100 per hour (\$100 minimum) per parcel, first offense
	Weed Mowing	\$200 per hour (\$200 minimum) per parcel, second offense
	Weed Mowing	\$300 per hour (\$300 minimum) per parcel, third offense and subsequent
117-17	Concept Plan	\$150.00 per application/Escrow \$1,500
117-18	Preliminary Plat	\$400.00 plus \$5 per lot over 6/Escrow \$500
	Preliminary Plat – Amended or Revised	\$400.00 plus \$5 per lot over 6
117-19	Final Plat	\$250.00 plus \$2 per lot over 6/No Escrow
	Final Plat – Amended or Revised	\$250.00/Escrow \$500/No Escrow
117-20	Certified Survey Map	\$200.00/Escrow \$1,500
	Amended or Revised CSM	\$200.00/Escrow \$1,500
121-31	Site Plan/Storm Water Review	\$250.00/Escrow \$1,500

121-32	Conditional Use Permit	\$250.00 per application/Escrow \$500
121-29	Rezoning Application	\$250.00 per application/Escrow \$500
121-33	Variance/Appeals Application	\$250.00 first request/Escrow \$500
121-33	Variance/Appeals Application	\$300.00 second request/Escrow \$500
121-35	Extra-Territorial Items	\$200.00 per application/Escrow \$500

Miscellaneous Fees

Copies – BW 8 ½ x 11	\$ 0.25
Copies – Color 8 ½ x 11	\$ 0.50
Copies – BW 11 x 17	\$ 0.50
Copies – Color 11 x 17	\$ 0.75
Rental of Civic Center	\$ 20.00 per hour/ \$50.00 per day
Zoning Map (Color)	\$ 10.00
City Base Map	\$ 5.00
Faxing Fee	\$ 2.00
Copy of Audio for Meeting (Burned to a CD)	\$ 10.00
Assessor Fees - Additions	\$ 25.00 (Remove)
Assessor Fees – New Homes	\$ 50.00 (Remove)
Assessor Fees – Commercial/Manufacturing	\$ 100.00 (Remove)
Elevation Benchmarks Map – Whole City	\$ 200.00
Engineering Deposit – Extra-Territorial Items	\$ 500.00
Engineering Deposit – City CSM & Plats	\$1,500.00
Assessor Fees – Residential Additions/Alterations	\$ 25.00 (Remove)
Assessor Fees – Commercial/Manufacturing	\$ 25.00 – 100.00 (Remove)
Assessor Fees - Residential Additions/Alterations	\$ 25.00 (Remove)
Assessor Fees – Commercial/Manufacturing	\$ 25.00 - 100.00 (Remove)
Annexation Fee	\$ 250.00
Landscape Deposit in Business & Tech Park	\$1,500.00 (Remove)
Printing/Plotting Larger Than 11 x 17	\$ 5.00 per page
Scan & Email Larger Than 11 x 17	\$ 2.50 per page

Miscellaneous Police Department Fees

Alarm Permit Fee	\$ 15.00
Fingerprint per card	\$ 6.00
Civic Process per person	\$ 30.00
Preliminary Breath Test (PBT)	\$ 10.00
Parking Citation *	\$ 20.00
Parking in Handicap spot	\$ 50.00
Bicycle Registration for bike/life	\$ 2.00
Open Records	Per Statute
Copy service black & white	\$ 0.25 per page/side
Copy of service Color page	\$ 0.30 per page/side
Copy of DVD/Disk	\$ 3.00
Photographs	\$ 1.50/picture

*If citation is not paid within ten days, the fine increases to \$40.00.

If not paid within seven more days, the fine increases to \$60.00.

If not paid within seven more days, a suspension request is sent to the state with a total fine amount increasing to \$100.

IMPACT FEES

<u>Water Meter Size</u>	<u>REU Calcs</u>	<u>Impact Fee</u>
3/4" or 5/8"	1	\$ 4,400
1"	2.5	\$ 11,000
1.25"	4	\$ 17,600

1.5"	5	\$ 22,000
2"	8	\$ 35,200
3"	15	\$ 66,000
4"	25	\$110,000
6"	50	\$220,000
8" or larger	80	\$352,000

Motion was seconded by Alderman Kittel and carried.

Plan Commission Recommendation - Tail View Homes, LLC

Noah Wiedenfeld, Director of Planning, outlined the applications received from Trail View Homes, LLC, for preliminary and final plats for six parcels off 115th Street near the Waste Water Treatment Plant. The Development Review Committee and Plan Commission both recommend approval of the preliminary and final plat applications subject to the conditions listed in the Plan Commission minutes from May 7, 2019.

Alderman Zajkowski moved to approve the Preliminary and Final Plat from Trail View Homes, LLC as recommended by the Plan Commission with the conditions listed in the minutes from May 7, 2019, seconded by Alderman Kittel and carried.

Park Board Recommendation – Freedom Park Storage Building

Noah Wiedenfeld stated two bids were received for the construction of a storage building to be located at Freedom Park. The bids were:

Structural Buildings - \$48,545

Derrick Construction - \$87,200

The storage building proposed would be a 20' x 64' pole building with four separate bays in which local sports teams and the City would use to store equipment. The Park Board's estimated cost for this project was \$50,000. The Park Board recommended accepting the low bid from Structural Buildings. Discussion followed. Funds would come out of the \$150,000 allocated in the 2019 Capital Improvement Project Fund for Freedom Park. Construction is anticipated to begin in June.

Alderman Montello moved to award the contract to Structural Buildings in the amount of \$48,545, seconded by Alderman Kittel and carried.

Event Plan

Mike Darrow explained the need for a formal policy for future events taking place on City property. A draft event plan has been created by City staff and shared with the Mayor and Council. Once finalized, an event plan would allow City staff to adequately plan staffing for events (Police, Fire, Public Works, etc.) as well as determine budgeting needs. City staff would like to partner with community members for event planning to make sure events run smoothly. This was the first draft reading of the event plan. This item will be added as an item on the June Council agenda. No action at this time.

Development Agreement – Premier Foster Place, LLC

Noah Wiedenfeld outlined the development agreement with Premier Foster Place, LLC, who is proposing to build six 12-unit buildings off of West Eighth Street. There was discussion on the buildings, parking, trail connections, fire/traffic circulation plan, fencing, mail delivery and more. This construction project is anticipated to take 18 months from start to finish.

Alderman Montello moved to authorize City staff and the City Attorney to finalize a Development Agreement with Premier Foster Place, LLC, seconded by Alderman Lindell and carried.

First Quarter Financial Report

Rae Ann Ailts, Finance Director, gave the first quarter financial report. She explained that 48% of the City's revenue comes from property taxes and 23% comes from Intergovernmental Revenues. The remaining revenues are received from building permit fees, municipal court fines, leases, licensing, and PILOT (payment in lieu of taxes) payments. Rae Ann outlined expenditures by department. Total expenditures were \$6,661,245.00, of which

\$2.78M was for Public Safety (Police, Fire, Ambulance), followed by \$1.39M for Public Works, General Government at \$1.13M, Library at \$830K, with the remaining \$533,000 going toward Airport, Economic Development, Culture and other. Rae Ann explained sources of debt payment (debt paid by Levy – 61%, debt paid by Tax Increment District funds – 31%, and other 8%). There is \$17,682 remaining in the K-9 fund, which will be used toward the continuing costs (training, care) of the K-9 unit.

There will not be a Council Work Session in May

Communications and Miscellaneous

- Mike Montello congratulated the Public Works Department on their work on the story walk.
- Waste Management is in the process of purchasing Advanced Disposal, which will likely take place in 2020.
- Chief Yehlik noted there will be a Law Enforcement Memorial at the Hudson High School on Wednesday evening.
- The 3rd annual K-9 Fun Run will take place this Saturday, May 18.

Alderman Zajkowski moved to adjourn the meeting, seconded by Alderman Kittel, and carried.

Meeting adjourned at 7:55 p.m.

Minutes submitted by Lori Brinkman, Deputy Clerk/Treasurer.

Tanya Batchelor,
City Clerk